

Software Management Plan

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1.0 Customer Commitment and Requirements

- 1.1 Background
- 1.2 PDT Charter
- 1.3 Customer(s) Identification
- 1.4 Customer Goals and Objectives
- 1.5 Customer Requirements
- 1.6 Deliverables
- 1.7 Schedules
- 1.8 Necessary Customer Training
- 1.9 Medium/Method for Product Delivery
- 1.10 Product Destination
- 1.11 Post-Delivery Maintenance
- 1.12 Customer-supplied Elements
- 1.13 Customer Involvement
- 1.14 Acceptance Criteria
- 1.15 Customer Requirements Review and Update Process

2.0 Development Planning

- 2.1 General Development Approach
- 2.2 Resources Needed
- 2.3 PDT Information
 - 2.3.1 PDT Organization
 - 2.3.2 Roles, Responsibilities, Authority, Accountability of PDT Members
 - 2.3.3 PDT Interfaces to Other Teams, Organizations, or Groups
 - 2.3.4 PDT QMS Training Plan
- 2.4 Procurement
- 2.5 Risk mitigation
- 2.6 Security
- 2.7 Independent Verification and Validation
- 2.8 Review Program
- 2.9 Overall Schedule

3.0 Technical Approach

- 3.1 Product Development
 - 3.1.1 Derived Requirements
 - 3.1.2 Development Strategy
 - 3.1.2.1 Development Process
 - 3.1.2.2 Development Environment

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- 3.1.2.3 Buy Approach
- 3.1.2.4 Customer Supplied Products Approach
- 3.1.2.5 Prototyping Approach
- 3.1.3 Product Design
- 3.1.4 Build Approach
- 3.1.5 Product Testing
 - 3.1.5.2 Product Inspection and Test
 - 3.1.5.3 Statistical Techniques
- 3.2 Product Delivery
- 3.3 Servicing

4.0 Management Approach

- 4.1 Status Tracking
 - 4.1.1 Design/Implementation Status
 - 4.1.2 Testing Status
- 4.2 Metrics Collection and Analysis
- 4.3 PDT Lessons Learned
- 4.4 Key Issues, Decisions, and Rationale

5.0 Product Assurance

- 5.1 Control of Nonconforming Products and Corrective Action
- 5.2 Control of PDT Software, Hardware, Documentation, and Data
- 5.3 Control of Test Software and Hardware
- 5.4 Control of Customer Supplied Products
- 5.5 Quality Records

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This template details the activities required by the Quality Management System (QMS) for the **in-house** development or maintenance of software products that are within scope of the QMS. Although the activities listed here should always be performed, the Product Development Team (PDT) or Product Maintenance Lead (PML) should tailor the extent and degree of the activities performed based on product complexity and criticality. Although the steps are listed sequentially, some may be actually performed in parallel, or even on an iterative basis. As part of the development process, a Software Management Plan (SMP) shall be developed and maintained under Project or line management control. The information is available in GPG 8700.5 that describes this template that has been structured to allow for use directly in a single SMP document. The information may be in separate documents or may be included in another document at the discretion of the PDL or PML. However, all information indicated as required in GPG 8700.5 shall be readily available.

The items in the template are required (i.e., are to be interpreted as “shall”) unless otherwise noted.

It is recommended that items identified with an “*” in GPG 8700.5 be included by reference and not detailed in the SMP.